

Council on Educational Technology

Capital School District Office
198 Commerce Way
Dover, Delaware 19904
Board Room

Meeting Minutes

July 17, 2019
9:00a.m.

Members Present: Kristine Bewley, Caleb Bontrager, Chris Cohan, Patches Hill, Ruth Ann Jones, Michael League, Chuck Longfellow, Alyssa Moore, Jon Sheehan, Phil Smallwood, Denise Stouffer, and Patrik Williams

Members Absent: Dan Shelton, Jim White, Mary Nash Wilson

Others Present: Mark Cabry, Earle Dempsey, Elizabeth Lewis, Jennifer Roussell, and Ben Wells

I. Opening

A. Call to Order: Alyssa Moore called the meeting to Order at 9:06a.m.

B. Roll Call

Alyssa Moore conducted roll call for the meeting with 12 members present (Bewley, Bontrager, Cohan, Hill, Jones, League, Longfellow, Moore, Sheehan, Smallwood, Stouffer, and Williams).

C. Approval of Agenda

A motion was made by Chuck Longfellow and seconded by Phil Smallwood to approve the July 17th agenda. The motion carried unanimously (Bewley, Bontrager, Cohan, Hill, Jones, League, Longfellow, Moore, Sheehan, Smallwood, Stouffer, and Williams).

D. Approval of Minutes

Corrections needed for May 31st minutes:

1) Under the agenda item **II. Presentation on Switches:**

- (i) Correct wording from: “DCET provided funding for the original investment and two refreshes of switches” to read “The State (Governor paid with money from tobacco settlement) paid for the initial switches, the Delaware Center for Educational Technology (DCET) paid for the next round of switches with funds allocated by the State through DCET’s budget when DCET had its own budget line item, and then DTI/DOE paid for the last replacement with State funding and DOE RTTT or stimulus funding.”

2) Correct misspelled name in body of minutes: Jason Clarke

3) Correct misspelled name in body of minutes: Kristine Bewley

A motion was made by Chuck Longfellow and seconded by Chris Cohan to approve the May 31st minutes with changes indicated above. The motion carried unanimously (Bewley,

Bontrager, Cohan, Hill, Jones, League, Longfellow, Moore, Sheehan, Smallwood, Stouffer, and Williams).

II. Presentations

Presentation on Microsoft Licensing: DTI shared a brief update and indicated that they will be meeting with OMB in August. No discussion took place. A motion was made by Chris Cohan and seconded by Kristine Bewley to table the discussion to the next Council meeting taking place on August 14th. The motion carried unanimously (Bewley, Bontrager, Cohan, Hill, Jones, League, Longfellow, Moore, Sheehan, Smallwood, Stouffer, and Williams).

Presentation on Content Filtering: A draft recommendation was shared with the TechMACC group to gather feedback. Kristine Bewley and Earle Dempsey (with additional input from others) will research and present at the next meeting: a draft recommendation including feedback, and product and pricing options. This information will assist the committee in their request for FY21 funding in the state budget. Discussion took place in regards to who will be responsible for monitoring and maintaining the content filtering, it was recommended to include additional staff for smaller districts and charter schools or an additional staff member for DTI in the budget request.

Presentation on Switches: A one time request to replace all K12 switches will cost roughly 6.5 to 7 million dollars. A suggestion was made that after all switches have been replaced, to request an annual/reoccurring funding line from OMB to begin to replace switches on an “as needed basis”, based on the realistic life cycle of switches. A conversation took place around e-Rate funding and training, a suggestion was made that it would be beneficial to have a DTI staff member attend the annual training. DTI will come up with a draft recommendation statement to discuss and request council approval at the next meeting.

III. Topics Requiring Council Consideration

- Needs Assessment
- Microsoft Licensing
- Content Filtering
- Switches

IV. Needs Assessment Sub-committee Report-out

Sub-Committee members have been selected. Mike League stated that preliminary discussions have begun to take place based on needs assessment models in other states. In August, the co-chairs of the committee will report out with an update from their first sub-committee meeting.

V. Other Items for Discussion

None.

VI. Public Comment

None.

VII. Adjournment

A motion to adjourn was made by Chris Cohan and seconded by Jon Sheehan. The motion carried unanimously (Bewley, Bontrager, Cohan, Hill, Jones, League, Longfellow, Moore, Sheehan, Smallwood, Stouffer, and Williams). The meeting adjourned at 10:21a.m.